

ARIZONA DEPARTMENT OF EDUCATION

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SCHOOL FINANCE MEMORANDUM 00-019

TO: School District Superintendents and Business managers
FROM: Lyle Friesen, Director of School Finance, ADE
DATE: November 2, 1999
SUBJECT: FY 1999-00 Budget Analysis, SAIS BUDG25, Unrestricted Capital

The budget analysis mailed out to most districts last week contained an error in the Unrestricted Capital Outlay calculations. The calculation used the budgeted capital from the most recent budget for FY 1998-99, which had been submitted by the school district. The instructions for the forms indicated that the district should use the actual FY 1998-99 expenditures.

The calculations are being changed to use what the district indicated on page 7 of 7 of the FY 1999-00 budget, as their FY 1998-99 actual expenditures in the capital outlay fund. Upon completion of the annual financial reports processing for school districts, the expenditures reported will be used in this field.

Please review the new SAIS BUDG25 report to be posted on the ADE web site within the next few days.

The values used in the letter are found on page 5 of 5 of the SAIS BUDG25, the final three lines of the section labeled "**FY 99-00 Unrestricted Capital Budget Limit**". Of most concern, should be the amount being changed and the final line indicating an over or under budget situation.

The corrected report may be found at:

<http://www.ade.state.az.us/SchoolFinance/Districts>

Please accept my apologies for this error and the concern it has raised in most districts.

November 2, 1999